



3015 (02-09-04)

ANNUAL REPORT

OF

Name: CITY OF MONTELLO WATER UTILITY

Principal Office: 20 UNDERWOOD AVENUE
P.O. BOX 39
MONTELLO, WI 53949

For the Year Ended: DECEMBER 31, 2002

**WATER, ELECTRIC, OR JOINT UTILITY
TO
PUBLIC SERVICE COMMISSION OF WISCONSIN**P.O. Box 7854
Madison, WI 53707-7854
(608) 266-3766

This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.

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IDENTIFICATION AND OWNERSHIP

Exact Utility Name: CITY OF MONTELLO WATER UTILITY**Utility Address:** 20 UNDERWOOD AVENUE

P.O. BOX 39

MONTELLO, WI 53949

When was utility organized? 5/1/1960**Report any change in name:****Effective Date:****Utility Web Site:**

Utility employee in charge of correspondence concerning this report:

Name: MS KARLENE UTKE**Title:** CLERK TREASURER**Office Address:**

20 UNDERWOOD

MONTELLO, WI 53949

Telephone: (608) 297 - 2727**Fax Number:** (608) 297 - 7151**E-mail Address:**

Individual or firm, if other than utility employee, preparing this report:

Name: AARON WORTHMAN**Title:****Office Address:** VIRCHOW, KRAUSE & CO., LLP

TEN TERRACE COURT

P.O. BOX 7398

MADISON, WI 53707

Telephone: (608) 240 - 2412**Fax Number:** (608) 249 - 8532**E-mail Address:** aworthman@virchowkrause.com

President, chairman, or head of utility commission/board or committee:

Name: MR. JEROL SMART**Title:** PRESIDENT**Office Address:**

20 UNDERWOOD AVENUE

P.O. BOX 39

MONTELLO, WI 53949

Telephone: (608) 297 - 2727**Fax Number:** (608) 297 - 7151**E-mail Address:**

Are records of utility audited by individuals or firms, other than utility employee? YES

IDENTIFICATION AND OWNERSHIP

Individual or firm, if other than utility employee, auditing utility records:

Name:**Title:**

Office Address: VIRCHOW, KRAUSE & CO., LLP
TEN TERRACE COURT
P.O. BOX 7398
MADISON, WI 53707

Telephone: (608) 249 - 6622**Fax Number:** (608) 249 - 8532**E-mail Address:****Date of most recent audit report:** 2/21/2003**Period covered by most recent audit:** DECEMBER 31, 2002

Names and titles of utility management including manager or superintendent:

Name: MR GLENN BUCHHOLZ**Title:** DIRECTOR**Office Address:**

20 UNDERWOOD AVE
MONTELLO, WI 53949

Telephone: (608) 297 - 2727**Fax Number:** (608) 297 - 7151**E-mail Address:**

Name of utility commission/committee:

Names of members of utility commission/committee:

MRS DEBRA BUCHHOLZ, MEMBER
MS JOANNA CHRISTIAN, MEMBER
MR DON HEIM, MEMBER
MR NORM JOHNSON, MEMBER
MR DONALD LLOYD, MEMBER
MRS WENDY METCALF, MEMBER
MR JEROL SMART, PRESIDENT
MR KEN STREICH, MEMBER
MRS BARBARA WECKWERTH, MEMBER

Is sewer service rendered by the utility? YES

If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.0819 of the Wisconsin Statutes? NO

Date of Ordinance:

Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)? NO

Provide the following information regarding the provider(s) of contract services:

IDENTIFICATION AND OWNERSHIP

Firm Name:

Contact Person:

Title:

Telephone:

Fax Number:

E-mail Address:

Contract/Agreement beginning-ending dates:

Provide a brief description of the nature of Contract Operations being provided:

INCOME STATEMENT

Particulars (a)	This Year (b)	Last Year (c)	
UTILITY OPERATING INCOME			
Operating Revenues (400)	182,420	146,151	1
Operating Expenses:			
Operation and Maintenance Expense (401)	97,541	121,194	2
Depreciation Expense (403)	28,361	28,038	3
Amortization Expense (404)	0	0	4
Taxes (408)	23,769	22,984	5
Total Operating Expenses	149,671	172,216	
Net Operating Income	32,749	(26,065)	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	32,749	(26,065)	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	0	0	7
Nonoperating Rental Income (418)	0	0	8
Interest and Dividend Income (419)	644	918	9
Miscellaneous Nonoperating Income (421)	0	0	10
Total Other Income	644	918	
Total Income	33,393	(25,147)	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	0	0	11
Other Income Deductions (426)	0	0	12
Total Miscellaneous Income Deductions	0	0	
Income Before Interest Charges	33,393	(25,147)	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	0	0	13
Amortization of Debt Discount and Expense (428)			14
Amortization of Premium on Debt--Cr. (429)			15
Interest on Debt to Municipality (430)	1,109	1,158	16
Other Interest Expense (431)	0	0	17
Interest Charged to Construction--Cr. (432)			18
Total Interest Charges	1,109	1,158	
Net Income	32,284	(26,305)	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	523,191	549,496	19
Balance Transferred from Income (433)	32,284	(26,305)	20
Miscellaneous Credits to Surplus (434)	0	0	21
Miscellaneous Debits to Surplus--Debit (435)	0	0	22
Appropriations of Surplus--Debit (436)	0	0	23
Appropriations of Income to Municipal Funds--Debit (439)	0	0	24
Total Unappropriated Earned Surplus End of Year (216)	555,475	523,191	

INCOME STATEMENT ACCOUNT DETAILS

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
2. Nonregulated sewer income should be reported as Miscellaneous Nonoperating Income, Account 421.

Description of Item (a)	Amount (b)	
Revenues from Utility Plant Leased to Others (412):		
NONE		1
Total (Acct. 412):	0	
Expenses of Utility Plant Leased to Others (413):		
NONE		2
Total (Acct. 413):	0	
Nonoperating Rental Income (418):		
NONE		3
Total (Acct. 418):	0	
Interest and Dividend Income (419):		
INVESTMENT INCOME	644	4
Total (Acct. 419):	644	
Miscellaneous Nonoperating Income (421):		
NONE		5
Total (Acct. 421):	0	
Miscellaneous Amortization (425):		
NONE		6
Total (Acct. 425):	0	
Other Income Deductions (426):		
NONE		7
Total (Acct. 426):	0	
Miscellaneous Credits to Surplus (434):		
NONE		8
Total (Acct. 434):	0	
Miscellaneous Debits to Surplus (435):		
NONE		9
Total (Acct. 435)--Debit:	0	
Appropriations of Surplus (436):		
Detail appropriations to (from) account 215		10
Total (Acct. 436)--Debit:	0	
Appropriations of Income to Municipal Funds (439):		
NONE		11
Total (Acct. 439)--Debit:	0	

INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)

Particulars (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Revenues (account 415)					0	1
Costs and Expenses of Merchandising, Jobbing and Contract Work (416):						
Cost of merchandise sold					0	2
Payroll					0	3
Materials					0	4
Taxes					0	5
Other (list by major classes):					0	6
Total costs and expenses	0	0	0	0	0	
Net income (or loss)	0	0	0	0	0	

REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

Description (a)	Water Utility (b)	Electric Utility (c)	Sewer Utility (Regulated Only) (d)	Gas Utility (e)	Total (f)	
Total operating revenues	182,420	0	0	0	182,420	1
Less: interdepartmental sales	0		0	0	0	2
Less: interdepartmental rents					0	3
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	0				0	4
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 (590 class D) -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained					0	5
Other Increases or (Decreases) to Operating Revenues - Specify:					0	6
Revenues subject to Wisconsin Remainder Assessment	182,420	0	0	0	182,420	

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	1,514,891	1,480,152	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	295,899	272,480	2
Net Utility Plant	1,218,992	1,207,672	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	0	0	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	4
Net Nonutility Property	0	0	
Investment in Municipality (123)	0	0	5
Other Investments (124)	0	0	6
Special Funds (125)	0	0	7
Total Other Property and Investments	0	0	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	64,708	31,125	8
Temporary Cash Investments (132)			9
Notes Receivable (141)	0	0	10
Customer Accounts Receivable (142)	26,237	19,388	11
Other Accounts Receivable (143)	0	0	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	17,130	6,031	14
Materials and Supplies (150)	600	600	15
Prepayments (165)	0	0	16
Other Current and Accrued Assets (170)			17
Total Current and Accrued Assets	108,675	57,144	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	0	0	18
Extraordinary Property Losses (182)	0	0	19
Other Deferred Debits (183)	0	0	20
Total Deferred Debits	0	0	
Total Assets and Other Debits	1,327,667	1,264,816	

BALANCE SHEET

Liabilities and Other Credits (a)	Balance End of Year (b)	Balance First of Year (c)	
PROPRIETARY CAPITAL			
Capital Paid in by Municipality (200)	86,242	86,242	21
Appropriated Earned Surplus (215)			22
Unappropriated Earned Surplus (216)	555,475	523,191	23
Total Proprietary Capital	641,717	609,433	
LONG-TERM DEBT			
Bonds (221)	0	0	24
Advances from Municipality (223)	8,246	13,246	25
Other long-Term Debt (224)	0	0	26
Total Long-Term Debt	8,246	13,246	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	0	0	27
Accounts Payable (232)	2,532	2,210	28
Payables to Municipality (233)	0	0	29
Customer Deposits (235)			30
Taxes Accrued (236)	21,425	20,680	31
Interest Accrued (237)	92	92	32
Other Current and Accrued Liabilities (238)			33
Total Current and Accrued Liabilities	24,049	22,982	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	34
Customer Advances for Construction (252)			35
Other Deferred Credits (253)	0	0	36
Total Deferred Credits	0	0	
OPERATING RESERVES			
Miscellaneous Operating Reserves (265)			37
Total Operating Reserves	0	0	
CONTRIBUTIONS IN AID OF CONSTRUCTION			
Contributions in Aid of Construction (271)	653,655	619,155	38
Total Liabilities and Other Credits	1,327,667	1,264,816	

NET UTILITY PLANT

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

Particulars (a)	Water (b)	Sewer (c)	Gas (d)	Electric (e)	
Plant Accounts:					
Utility Plant in Service (100)	1,514,891	0	0	0	1
Utility Plant Purchased or Sold (391)					2
Utility Plant in Process of Reclassification (392)					3
Utility Plant Leased to Others (393)					4
Property Held for Future Use (394)					5
Construction Work in Progress (395)					6
Utility Plant Acquisition Adjustments (396)					7
Other Utility Plant Adjustments (397)					8
Total Utility Plant	1,514,891	0	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	295,899	0	0	0	9
Total Accumulated Provision	295,899	0	0	0	
Net Utility Plant	1,218,992	0	0	0	

ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT (ACCT. 110)

Depreciation Accruals (Credits) during the year:

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	(c)	(d)	(e)	Total (f)	
Balance first of year	272,480				272,480	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	28,361				28,361	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	1,408				1,408	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage	4,000				4,000	10
Other credits (specify):						11
					0	12
Total credits	33,769	0	0	0	33,769	13
Debits during year						14
Book cost of plant retired	10,350				10,350	15
Cost of removal					0	16
Other debits (specify):						17
					0	18
Total debits	10,350	0	0	0	10,350	19
Balance End of Year	295,899	0	0	0	295,899	20
Composite Depreciation Rate?	No					21
If yes, what is the rate?						22

NET NONUTILITY PROPERTY (ACCTS. 121 & 122)

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

Description (a)	Balance First of Year (b)	Additions During Year (c)	Deductions During Year (d)	Balance End of Year (e)	
Nonregulated sewer plant	0			0	1
Other (specify):					
NONE	0			0	2
Total Nonutility Property (121)	0	0	0	0	
Less accum. prov. depr. & amort. (122)	0			0	3
Net Nonutility Property	0	0	0	0	

ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)

Particulars (a)	Amount (b)	
Balance first of year	0	1
Additions:		
Provision for uncollectibles during year		2
Collection of accounts previously written off: Utility Customers		3
Collection of accounts previously written off: Others		4
Total Additions	<u>0</u>	
Deductions:		
Accounts written off during the year: Utility Customers		5
Accounts written off during the year: Others		6
Total accounts written off	<u>0</u>	
Balance end of year	<u><u>0</u></u>	

MATERIALS AND SUPPLIES

Account (a)	Generation (b)	Transmission (c)	Distribution (d)	Other (e)	Total End of Year (f)	Amount Prior Year (g)	
Electric Utility							
Fuel for generation					0	0	1
Other					0	0	2
Total Electric Utility					0	0	

Account	Total End of Year	Amount Prior Year	
Electric utility total	0	0	1
Water utility	600	600	2
Sewer utility		0	3
Gas utility		0	4
Merchandise		0	5
Other materials & supplies		0	6
Total Materials and Supplies	600	600	

**UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT
(ACCTS. 181 AND 251)**

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
<hr/>				
Unamortized debt discount & expense (181)				
NONE				1
Total			<u>0</u>	
<hr/>				
Unamortized premium on debt (251)				
NONE				2
Total			<u>0</u>	

CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Amount (b)	
Balance first of year	86,242	1
Changes during year (explain):		2
Balance end of year	86,242	

BONDS (ACCT. 221)

1. Report hereunder information required for each separate issue of bonds.
2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

Description of Issue (a)	Date of Issue (b)	Final Maturity Date (c)	Interest Rate (d)	Principal Amount End of Year (e)
-------------------------------------	----------------------------------	--------------------------------------------	----------------------------------	-----------------------------------------------------

NONE

NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT

1. Report each class of debt included in Accounts 223, 224 and 231.
2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223.
3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.

Account and Description of Obligation (a and b)	Date of Issue (c)	Final Maturity Date (d)	Interest Rate (e)	Principal Amount End of Year (f)	
Advances (223)					
1999 GO CORPORATE BOND	09/01/1999	12/01/2014	4.40%	8,246	1
Total for Account 223				8,246	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	20,680	1
Accruals:		
Charged water department expense	23,769	2
Charged electric department expense		3
Charged sewer department expense	333	4
Other (explain):		
NONE		5
Total Accruals and other credits	24,102	
Taxes paid during year:		
County, state and local taxes	20,680	6
Social Security taxes	2,526	7
PSC Remainder Assessment	151	8
Other (explain):		
NONE		9
Total payments and other debits	23,357	
Balance end of year	21,425	

INTEREST ACCRUED (ACCT. 237)

1. Report below interest accrued on each utility obligation.
 2. Report Customer Deposits under Account 231.

Description of Issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
Bonds (221)					
NONE	0			0	1
Subtotal	0	0	0	0	
Advances from Municipality (223)					
NONE	0			0	2
1999 GO CORPORATE BOND	92	1,109	1,109	92	3
Subtotal	92	1,109	1,109	92	
Other long-Term Debt (224)					
NONE	0			0	4
Subtotal	0	0	0	0	
Notes Payable (231)					
NONE	0			0	5
Subtotal	0	0	0	0	
Total	92	1,109	1,109	92	

CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	619,155	0	0	0	0	619,155	1
Add credits during year:							
For Services	3,200					3,200	2
For Mains	25,300					25,300	3
Other (specify):							
HYDRANTS	6,000					6,000	4
Deduct charges (specify):							
NONE						0	5
Balance End of Year	653,655	0	0	0	0	653,655	
Amount of federal and state grants in aid received for utility construction included in End of Year totals						0	6

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Investment in Municipality (123):		
NONE		1
Total (Acct. 123):	0	
Other Investments (124):		
NONE		2
Total (Acct. 124):	0	
Special Funds (125):		
NONE		3
Total (Acct. 125):	0	
Notes Receivable (141):		
NONE		4
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	26,237	5
Electric		6
Sewer (Regulated)		7
Other (specify):		
NONE		8
Total (Acct. 142):	26,237	
Other Accounts Receivable (143):		
Sewer (Non-regulated)		9
Merchandising, jobbing and contract work		10
Other (specify):		
NONE		11
Total (Acct. 143):	0	
Receivables from Municipality (145):		
SEWER UTILITY JOINT METER COSTS	7,975	12
RECEIVABLE FOR PUBLIC FIRE PROTECTION	9,155	13
Total (Acct. 145):	17,130	
Prepayments (165):		
NONE		14
Total (Acct. 165):	0	
Extraordinary Property Losses (182):		
NONE		15
Total (Acct. 182):	0	

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)
Other Deferred Debits (183):	
NONE	16
Total (Acct. 183):	0
Payables to Municipality (233):	
NONE	17
Total (Acct. 233):	0
Other Deferred Credits (253):	
NONE	18
Total (Acct. 253):	0

RETURN ON RATE BASE COMPUTATION

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include property held for future use or construction work in progress with utility plant in service. These are not rate base components.

Average Rate Base (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Add Average:						
Utility Plant in Service	1,497,521	0	0	0	1,497,521	1
Materials and Supplies	600	0	0	0	600	2
Other (specify):					0	3
Less Average:						
Reserve for Depreciation	284,189	0	0	0	284,189	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	636,405	0	0	0	636,405	6
Other (specify):					0	7
Average Net Rate Base	577,527	0	0	0	577,527	
Net Operating Income	32,749	0	0	0	32,749	8
Net Operating Income as a percent of						
Average Net Rate Base	5.67%	N/A	N/A	N/A	5.67%	

RETURN ON PROPRIETARY CAPITAL COMPUTATION

1. The data used in calculating proprietary capital are averages.
2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
Average Proprietary Capital		
Capital Paid in by Municipality	86,242	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	539,333	3
Other (Specify):		4
Total Average Proprietary Capital	625,575	
Net Income		
Net Income	32,284	5
Percent Return on Proprietary Capital	5.16%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

2. Leaseholder changes.

3. Extensions of service.

4. Estimated changes in revenues due to rate changes.

New water rates were approved by the Public Service Commission of Wisconsin and placed into effect March of 2002.

5. Obligations incurred or assumed, excluding commercial paper.

6. Formal proceedings with the Public Service Commission.

7. Any additional matters.

FINANCIAL SECTION FOOTNOTES

Identification and Ownership - Contacts (Page iv)

August 20, 2003

Ms. Karlene Utke, Clerk Treasurer
Montello Water Utility
P.O. Box 39
Montello, WI 53949-0039

2002 Analytical Review
DWCCA-3830-ELE
Dear Ms. Utke:

The Public Service Commission (Commission) staff has completed its analytical review of your utility's 2002 annual report. The primary purpose of our analytical review is to detect possible accounting related errors and to identify significant fluctuations from prior year's data, which are not sufficiently explained in the footnotes of your annual report. We have no questions only the following comments:

1. On Page W-4, an amount is reported in Account 474 described as "miscellaneous revenues - Century Tel". We assume this is water tower rental, and Account 474 is the correct account for tower rental. However, in the future, please clearly detail the revenues as water tower rent. If this amount represents something else, please clearly detail that in the future.
2. On Page W-17, two 6-inch meters are reported classified as public authority. They were not tested in 2002. Meters 6-inches and larger in use are to be tested annually. In the future, please test these meters annually or provide a schedule footnote explaining why the meters were not tested.
3. A revised schedule of depreciation rates to be effective January 1, 2002, was certified for use by your utility in the order dated March 11, 2002, in docket 3830-WR-102. Based upon plant investment balances in the 2002 annual report, these revised rates apparently were not used during 2002. Enclosed is a copy of the revised depreciation rates, which should be used to calculate depreciation expense beginning January 1, 2003.

In addition, you may receive additional inquiries from our office regarding your annual report during a rate case, construction authorization, or other Commission reviews.

Thank you for your efforts in preparing your 2002 annual report. We are closing the review of your 2002 annual report. . If you have any questions, please feel free to contact me at (608) 266-3768 or by e-mail at elaine.engelke@psc.state.wi.us.

Sincerely,

Elaine Engelke
Financial Specialist

FINANCIAL SECTION FOOTNOTES

Division of Water, Compliance, and Consumer Affairs

ELE: w:\compl\Analytical Reviews\2002 analytical review letters\3830
Montello.doc

Enclosure

FINANCIAL SECTION FOOTNOTES

Identification and Ownership (Page iv)

Ten Terrace Court " PO Box 7398 " Madison, WI 53707-7398
608/249-6622 " 608/249-8532

ACCOUNTANTS' COMPILATION REPORT

Montello Water Utility
Montello, Wisconsin

We have compiled, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants, the balance sheets of the Montello Water Utility, an enterprise fund of the City of Montello as of December 31, 2002 and 2001, and the related statements of income and retained earnings for the years then ended and the supplemental schedules as of and for the year ended December 31, 2002 in the accompanying prescribed form.

Our compilation was limited to presenting, in the form prescribed by the Public Service Commission of Wisconsin, information that is the representation of management. We have not audited or reviewed the financial statements and supplemental schedules referred to above and, accordingly, do not express an opinion or any other form of assurance on them.

The financial statements and related supplemental schedules are presented in accordance with the requirements of the Public Service Commission of Wisconsin, which differ from accounting principles generally accepted in the United States of America. Accordingly, these financial statements and schedules are not designed for those who are not informed about such differences.

VIRCHOW, KRAUSE & COMPANY, LLP

Madison, Wisconsin
February 21, 2003

FINANCIAL SECTION FOOTNOTES

WATER OPERATING REVENUES & EXPENSES

Particulars (a)		Amounts (b)	
Operating Revenues			
Sales of Water			
Sales of Water (460-467)		170,132	1
Total Sales of Water		170,132	
Other Operating Revenues			
Forfeited Discounts (470)		382	2
Other Water Revenues (474)		11,906	3
Amortization of Construction Grants (475)		0	4
Total Other Operating Revenues		12,288	
Total Operating Revenues		182,420	
Operation and Maintenance Expenses			
Plant Operation and Maintenance Expenses (600-660)		60,171	5
General Operating Expenses (680-690)		37,370	6
Total Operation and Maintenance Expenses		97,541	
Other Operating Expenses			
Depreciation Expense (403)		28,361	7
Amortization Expense (404)			8
Taxes (408)		23,769	9
Total Other Operating Expenses		52,130	
Total Operating Expenses		149,671	
NET OPERATING INCOME		32,749	

WATER OPERATING REVENUES - SALES OF WATER

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Account 460, Unmetered Sales to General Customers - Gallons of Water Sold should not include in any way quantity of water, i.e. metered, or measured by tank or pool volume. The quantity should be estimated based on size of pipe, flow, foot of frontage, etc. Bulk water sales should be Account 460 if the quantity is estimated and should be Account 461 if metered or measured by volume. Water related to construction should be a measured sale of water (either Account 461 or Account 464).
5. Other accounts: see application Help files for details.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
Operating Revenues				
Sales of Water				
Unmetered Sales to General Customers (460)				
Residential				1
Commercial	3	58	1,228	2
Industrial				3
Total Unmetered Sales to General Customers (460)	3	58	1,228	
Metered Sales to General Customers (461)				
Residential	503	24,949	62,321	4
Commercial	93	12,511	22,168	5
Industrial	10	1,007	2,076	6
Total Metered Sales to General Customers (461)	606	38,467	86,565	
Private Fire Protection Service (462)	6		2,153	7
Public Fire Protection Service (463)	1		66,299	8
Other Sales to Public Authorities (464)	24	9,768	13,887	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)				12
Total Sales of Water	640	48,293	170,132	

SALES FOR RESALE (ACCT. 466)

Use a separate line for each delivery point.

Customer Name (a)	Point of Delivery (b)	Thousands of Gallons Sold (c)	Revenues (d)
------------------------------------	----------------------------------------	----------------------------------------------------	-------------------------------

NONE

OTHER OPERATING REVENUES (WATER)

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
Public Fire Protection Service (463):		
Amount billed (usually per rate schedule F-1 or Fd-1)	66,299	1
Wholesale fire protection billed		2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)		3
Other (specify):		
NONE		4
Total Public Fire Protection Service (463)	66,299	
Forfeited Discounts (470):		
Customer late payment charges	382	5
Other (specify):		
NONE		6
Total Forfeited Discounts (470)	382	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	1,368	7
Other (specify):		
MISCELLANEOUS REVENUES - CENTURY TEL	10,060	8
MISCELLANEOUS	478	9
Total Other Water Revenues (474)	11,906	
Amortization of Construction Grants (475):		
NONE		10
Total Amortization of Construction Grants (475)	0	

WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
PLANT OPERATION AND MAINTENANCE EXPENSES		
Salaries and Wages (600)	31,102	1
Purchased Water (610)		2
Fuel or Power Purchased for Pumping (620)	7,192	3
Chemicals (630)		4
Supplies and Expenses (640)	7,196	5
Repairs of Water Plant (650)	14,174	6
Transportation Expenses (660)	507	7
Total Plant Operation and Maintenance Expenses	60,171	
GENERAL OPERATING EXPENSES		
Administrative and General Salaries (680)	6,000	8
Office Supplies and Expenses (681)	2,033	9
Outside Services Employed (682)	6,189	10
Insurance Expense (684)	2,166	11
Employees Pensions and Benefits (686)	12,756	12
Regulatory Commission Expenses (688)	1,239	13
Miscellaneous General Expenses (689)	6,987	14
Uncollectible Accounts (690)		15
Total General Operating Expenses	37,370	
Total Operation and Maintenance Expenses	97,541	

TAXES (ACCT. 408 - WATER)

When allocation of taxes is made between departments, explain method used.

Description of Tax (a)	Method Used to Allocate Between Departments (b)	Amount (c)	
Property Tax Equivalent		21,425	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department		333	2
Net property tax equivalent		21,092	
Social Security		2,526	3
PSC Remainder Assessment		151	4
Other (specify): NONE			5
Total tax expense		23,769	

PROPERTY TAX EQUIVALENT (WATER)

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service, property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.0811(2). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless, the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	
County name			Marquette				1
SUMMARY OF TAX RATES							2
State tax rate	mills		0.201486				3
County tax rate	mills		6.904213				4
Local tax rate	mills		5.840066				5
School tax rate	mills		8.137921				6
Voc. school tax rate	mills		1.408133				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
Total tax rate	mills		22.491819				10
Less: state credit	mills		1.182578				11
Net tax rate	mills		21.309241				12
PROPERTY TAX EQUIVALENT CALCULATION							13
Local Tax Rate	mills		5.840066				14
Combined School Tax Rate	mills		9.546054				15
Other Tax Rate - Local	mills		0.000000				16
Total Local & School Tax	mills		15.386120				17
Total Tax Rate	mills		22.491819				18
Ratio of Local and School Tax to Total	dec.		0.684076				19
Total tax net of state credit	mills		21.309241				20
Net Local and School Tax Rate	mills		14.577146				21
Utility Plant, Jan. 1	\$	1,480,152	1,480,152				22
Materials & Supplies	\$	600	600				23
Subtotal	\$	1,480,752	1,480,752				24
Less: Plant Outside Limits	\$	0	0				25
Taxable Assets	\$	1,480,752	1,480,752				26
Assessment Ratio	dec.		0.992600				27
Assessed Value	\$	1,469,794	1,469,794				28
Net Local & School Rate	mills		14.577146				29
Tax Equiv. Computed for Current Year	\$	21,425	21,425				30
Tax Equivalent per 1994 PSC Report	\$	20,563					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32
Tax equiv. for current year (see note 6)	\$	21,425					34

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
INTANGIBLE PLANT			
Organization (301)	0		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
Total Intangible Plant	0	0	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	16,500		4
Structures and Improvements (311)	0		5
Collecting and Impounding Reservoirs (312)	0		6
Lake, River and Other Intakes (313)	0		7
Wells and Springs (314)	15,101		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	501		10
Other Water Source Plant (317)	0		11
Total Source of Supply Plant	32,102	0	
PUMPING PLANT			
Land and Land Rights (320)	0		12
Structures and Improvements (321)	5,680		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	0		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	37,805		17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	362		20
Total Pumping Plant	43,847	0	
WATER TREATMENT PLANT			
Land and Land Rights (330)	0		21
Structures and Improvements (331)	0		22
Water Treatment Equipment (332)	5,620		23
Total Water Treatment Plant	5,620	0	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	0		24
Structures and Improvements (341)	0		25

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT				
Organization (301)			0	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
Total Intangible Plant	0	0	0	
SOURCE OF SUPPLY PLANT				
Land and Land Rights (310)			16,500	4
Structures and Improvements (311)			0	5
Collecting and Impounding Reservoirs (312)			0	6
Lake, River and Other Intakes (313)			0	7
Wells and Springs (314)			15,101	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)			501	10
Other Water Source Plant (317)			0	11
Total Source of Supply Plant	0	0	32,102	
PUMPING PLANT				
Land and Land Rights (320)			0	12
Structures and Improvements (321)			5,680	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			0	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)			37,805	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			362	20
Total Pumping Plant	0	0	43,847	
WATER TREATMENT PLANT				
Land and Land Rights (330)			0	21
Structures and Improvements (331)			0	22
Water Treatment Equipment (332)			5,620	23
Total Water Treatment Plant	0	0	5,620	
TRANSMISSION AND DISTRIBUTION PLANT				
Land and Land Rights (340)			0	24
Structures and Improvements (341)			0	25

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)	247,033		26
Transmission and Distribution Mains (343)	791,546	25,300	27
Fire Mains (344)	0		28
Services (345)	200,175	3,200	29
Meters (346)	45,995	3,144	30
Hydrants (348)	66,504	6,000	31
Other Transmission and Distribution Plant (349)	0		32
Total Transmission and Distribution Plant	1,351,253	37,644	
GENERAL PLANT			
Land and Land Rights (370)	0		33
Structures and Improvements (371)	0		34
Office Furniture and Equipment (372)	0		35
Computer Equipment (372.1)	0		36
Transportation Equipment (373)	10,250	7,445	37
Other General Equipment (379)	16,175		38
Other Tangible Property (390)	20,905		39
Total General Plant	47,330	7,445	
Total utility plant in service directly assignable	1,480,152	45,089	
Common Utility Plant Allocated to Water Department	0		40
Total utility plant in service	1,480,152	45,089	

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
TRANSMISSION AND DISTRIBUTION PLANT				
Distribution Reservoirs and Standpipes (342)			247,033	26
Transmission and Distribution Mains (343)	1,690		815,156	27
Fire Mains (344)			0	28
Services (345)			203,375	29
Meters (346)	1,260		47,879	30
Hydrants (348)			72,504	31
Other Transmission and Distribution Plant (349)			0	32
Total Transmission and Distribution Plant	2,950	0	1,385,947	
GENERAL PLANT				
Land and Land Rights (370)			0	33
Structures and Improvements (371)			0	34
Office Furniture and Equipment (372)			0	35
Computer Equipment (372.1)			0	36
Transportation Equipment (373)	7,400		10,295	37
Other General Equipment (379)			16,175	38
Other Tangible Property (390)			20,905	39
Total General Plant	7,400	0	47,375	
Total utility plant in service directly assignable	10,350	0	1,514,891	
Common Utility Plant Allocated to Water Department			0	40
Total utility plant in service	10,350	0	1,514,891	

SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS

Expanded definitions of the three types of accounted-for water reported on this schedule are included in the schedule Help and in the Reference Manual Schedule Reference Sheet.

Month (a)	Sources of Water Supply			Total Gallons All Methods (000's) (e)	
	Purchased Water Gallons (000's) (b)	Surface Water Gallons (000's) (c)	Ground Water Gallons (000's) (d)		
January			4,518	4,518	1
February			4,086	4,086	2
March			4,660	4,660	3
April			4,339	4,339	4
May			4,830	4,830	5
June			5,086	5,086	6
July			6,861	6,861	7
August			6,100	6,100	8
September			4,867	4,867	9
October			4,819	4,819	10
November			4,651	4,651	11
December			4,426	4,426	12
Total annual pumpage	0	0	59,243	59,243	
Less: Water sold				48,293	13
Volume pumped but not sold				10,950	14
Volume sold as a percent of volume pumped				82%	15
Volume used for water production, water quality and system maintenance				5,727	16
Volume related to equipment/system malfunction					17
Non-utility volume NOT included in water sales					18
Total volume not sold but accounted for				5,727	19
Volume pumped but unaccounted for				5,223	20
Percent of water lost				9%	21
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					22
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)				327	23
Date of maximum: 7/16/2002					24
Cause of maximum:					25
Dry - watering.					
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)				86	26
Date of minimum: 5/6/2002					27
Total KWH used for pumping for the year				86,638	28
If water is purchased: Vendor Name:					29
Point of Delivery:					30

SOURCES OF WATER SUPPLY - GROUND WATERS

Location (a)	Identification Number (b)	Depth in feet (c)	Well Diameter in inches (d)	Yield Per Day in gallons (e)	Currently In Service? (f)	
WELL #1	1	288	10	140,000	Yes	1
WELL #2	2	210	10	170,000	Yes	2

SOURCES OF WATER SUPPLY - SURFACE WATERS

Location (a)	Intakes			
	Identification Number (b)	Distance From Shore in feet (c)	Depth Below Surface in feet (d)	Diameter in inches (e)
NONE				

1

PUMPING & POWER EQUIPMENT

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)	
Identification	WELL #1	WELL #2		1
Location	MONTELLO	MONTELLO		2
Purpose	P	P		3
Destination	D	D		4
Pump Manufacturer	AMERICAN	BRYON JACKSON		5
Year Installed	1950	1967		6
Type	VERTICAL TURBINE	VERTICAL TURBINE		7
Actual Capacity (gpm)	310	275		8
Pump Motor or Standby Engine Mfr	US MOTOR	US MOTOR		9
Year Installed	1967	2000		10
Type	ELECTRIC	ELECTRIC		11
Horsepower	30	30		12

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification				14
Location				15
Purpose				16
Destination				17
Pump Manufacturer				18
Year Installed				19
Type				20
Actual Capacity (gpm)				21
Pump Motor or Standby Engine Mfr				22
Year Installed				23
Type				24
Horsepower				25

RESERVOIRS, STANDPIPES & WATER TREATMENT

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
Identification number or name	HORLEN PEDESTAL TANK		1
RESERVOIRS, STANDPIPES OR ELEVATED TANKS			2
			3
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET		4
			5
Year constructed	1981		6
			7
Primary material (earthen, steel, concrete, other)	STEEL		8
			9
Elevation difference in feet (See Headnote 3.)	107		10
			11
Total capacity in gallons (actual)	250,000		12
WATER TREATMENT PLANT			13
Disinfection, type of equipment (gas, liquid, powder, other)	LIQUID		14
			15
Points of application (wellhouse, central facilities, booster station, other)	WELLHOUSE		16
			17
Filters, type (gravity, pressure, other, none)	NONE		18
			19
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	0.8300		20
			21
Is a corrosion control chemical used (yes, no)?	N		22
			23
Is water fluoridated (yes, no)?	Y		24
			25

WATER MAINS

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If the assessments are deferred, explain.

Number of Feet								
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)	
A	D	3.000	2,571	0	338	0	2,233	1
P	D	4.000	330	0	0	0	330	2
A	D	6.000	23,320	0	0	0	23,320	3
M	D	6.000	3,339	0	0	0	3,339	4
A	D	8.000	8,349	0	0	0	8,349	5
M	D	8.000	7,300	0	0	0	7,300	6
P	D	8.000	0	950			950	7
M	D	10.000	6,844	0	0	0	6,844	8
Total Within Municipality			52,053	950	338	0	52,665	
Total Utility			52,053	950	338	0	52,665	

WATER SERVICES

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
 - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
M	0.750	594	0	0	0	594	139	1
M	1.000	129	0	0	(1)	128	20	2
M	1.250	3	0	0	0	3	0	3
M	1.500	9	2	0	1	12	2	4
M	2.000	12	1	0	0	13	1	5
M	3.000	3	0	0	0	3	0	6
M	4.000	5	0	0	0	5	0	7
M	8.000	2	0	0	0	2	0	8
Total Utility		757	3	0	0	760	162	

METERS

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and in Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.
4. Totals by size in Column (f) should equal same size totals in Column (o).
5. Explain all reported adjustments as a schedule footnote.

Number of Utility-Owned Meters

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	
0.750	695	24	41	0	678	55	1
1.000	10	0	1	0	9	2	2
1.500	12	2	0	0	14	2	3
2.000	4	0	0	0	4	0	4
3.000	3	0	0	0	3	0	5
4.000	2	0	0	0	2	0	6
6.000	2	0	0	0	2	0	7
Total:	728	26	42	0	712	59	

Classification of All Meters at End of Year by Customers

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.750	505	75	6	9	0	83	678	1
1.000	0	2	1	5	0	1	9	2
1.500	0	8	1	3	0	2	14	3
2.000	0	0	1	2	0	1	4	4
3.000	0	1	0	2	0	0	3	5
4.000	0	0	0	2	0	0	2	6
6.000	0	0	0	2	0	0	2	7
Total:	505	86	9	25	0	87	712	

HYDRANTS AND DISTRIBUTION SYSTEM VALVES

1. Distinguish between fire and flushing hydrants by lead size.
 - a. Fire hydrants normally have a lead size of 6 inches or greater.
 - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
Fire Hydrants						
Outside of Municipality	0				0	1
Within Municipality	86	2			88	2
Total Fire Hydrants	86	2	0	0	88	
Flushing Hydrants						
	1				1	3
Total Flushing Hydrants	1	0	0	0	1	

NR811.08(5) recommends that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Please provide the number operated during the year

Number of hydrants operated during year:	88
Number of distribution system valves end of year:	161
Number of distribution valves operated during year:	30

WATER OPERATING SECTION FOOTNOTES

Water Operation & Maintenance Expenses (Page W-05)

Account 640 - 2002 expenses are high due to increased supply purchases during the year.

Account 650 - 2001 expenses were high due to costs associated with water tower painting.

Water Mains (Page W-15)

Water main additions were financed by developers.

Water Services (Page W-16)

Reclassified a 1" service as a 1 1/2" service.

Service additions were financed by customers.

Hydrants and Distribution System Valves (Page W-18)

Hydrant additions were financed by developers.
